

Our Lady of the Assumption School Council Meeting Minutes

Wednesday September 11, 2019 at 6:30pm

Attendees: Denise Kobza, Matthew New, Ken Tratch, Gaylene Duke, Cindy Clewes, Deena MacWilliam, Rhonda Norris, Susan Murray, Michelle Dormer, Shawn Sawa, Annette Mihiyo, Jose Ramos, Maricel Arquillavo

1. **Call to Order:** 6:36pm
2. **Opening Prayer:** Led by Mr. New
3. **Welcome and Introductions**
4. **Review of the Agenda:**
 - Review done by Denise Kobza as Chair position still vacant
5. **Approval of June Minutes**
 - Table review and approval of June minutes as there was no meeting in June.
6. **Old Business**
 - Position Vacancies:
 - All positions vacant except for Secretary. Michelle Dormer is Secretary
 - Overview of School Council Activities
 - Overview of School Council and Parent Fundraising Committee roles and duties. Review of handout "Duties of Officers".
 - The chair will represent OLA School Council at Board Meetings to be held on December 2, 2019 and March 2, 2020 at the board office.
 - Chair: Michelle Dormer volunteered to become the new Chair of the School Council and Parent Fundraising Committees. Michelle Dormer was appointed Chair.
 - Vice Chair: Deena MacWilliam volunteered to become the new Vice Chair of the School Council and Parent Fundraising Committees. Deena MacWilliam was appointed Vice Chair.
 - Secretary: Michelle Dormer stepped down as the Secretary for the School Council and Parent Fundraising Committees starting in October.
7. **School Reports**

Principal:

 - School recognition programs
 - o Decision was made to change the Acts of Kindness program to the Act Like Mary program. The students will be able to earn coupons to put into draws.
 - o Attendance recognition – 90% and above attendance will receive A&W coupons
 - o Ascent Cycle in Lethbridge will give school bikes at cost. The plan is to have 1 bike for Division 1 and 1 bike for Division 2 for year-end draws
 - o There will also be some \$10 gift card draws.
 - o School improved in all areas for attendance last year.

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- Code of Conduct
 - Revised Code of Conduct
 - Staff will use online code of conduct form
- Mary our Model
 - Book “Walking with Mary” will be read together as a staff beginning at the September PD Day.
- Parent Communication Protocol
 - If parents have concerns there will be a three step process
 - 1. Talk to Teacher, if not resolved;
 - 2. Talk to Principle, if not resolved;
 - 3. Bring concerns to the Board Office / Superintendent
- School Year Plan
 - Although OLA is a small school the families were very supportive and giving for fundraisers and charity events.
 - This year the plan is to not have any overlap in asking parents to fundraise.
 - September – School Fees
 - October – Clothing Order
 - November – Poinsettia Fundraiser
 - December – Advent Project / Sock Drive
 - January – nothing
 - February – nothing
 - March – Food Drive
 - April – Jump Rope for Heart
 - May – Jump Rope for Heart
 - There will be no Artist in Residency Program this year as it costs too much money
 - There will be no Read-A-Thon Fundraiser this year.

Associate Principal:

- Faith Plan:
 - Focus on how to build Student and Teacher Faith
 - Try to make students aware of their Faith journey
 - Review of Handout – Beginning the Journey
 - Calls to Action include being mindful and being Prayerful. Being Thankful.
 - Monthly Calendar of daily actions
 - Clear themes to focus on

Teacher:

- Calendar Review by Cindy Clewes
 - Review of Calendar Handout
 - Opening Mass went well
 - Upcoming events of note:

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- Back to School BBQ on Sept. 12
- Camp meeting and Q&A to follow BBQ.
- Grade 6 leaves for Camp following week
- Terry Fox Run on September 25. Terry Fox Uncle coming to talk to Students.
- Orange Shirt Day on September 30. Every Child Matters.

8. Trustee's Report – Ken Tratch

- September 18 will be meeting to discuss Catholic Education
 - Discuss school curriculum
 - School Act
 - Funding
 - New schools especially needed in West Lethbridge
- September 23 First Board Meeting
- Joint School Committee
 - Representatives from City of Lethbridge including Mayor and trustees from both school boards, secretary and treasurer.
 - Will discuss safe Consumption Site
 - Has the City begun area plan for the West?
 - Team Lethbridge Group consists of 20 different organizations in Lethbridge
 - Going to Edmonton to meet with ministers and MLA's to advocate for Lethbridge Schools

9. New Business

- Hot Lunch
 - Everything is organized for the Year
 - Aiming to include healthy foods but healthy options are more expensive
 - Ken Tratch mentioned the Bishops Dinner coming up on October 11th. Tickets are \$125. Part of the proceeds goes to support Lethbridge lunch programs.
- Pasta Lunch
 - Talk to Luigis to confirm if program will run this year.
 - Susan will reach out to Kostas
 - Please confirm dates and let Karen know.
- Meeting Dates for School Council Chairs and the Board
 - December 2, 2019 and March 2, 2020
 - Ken Tratch asked if these dates could be included in the school newsletter/calendar.
 - Would like parents to be aware
 - Encourage parents to attend these meetings
- ASCA Membership
 - Can learn more about the school council through website
 - <http://www.albertaschoolcouncils.ca/>
- Meeting Dates for the Year
 - School Council meetings will be held on the 2nd Wednesday of every month
 - Next meeting to be held Wednesday October 9th @ 6:30pm

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- Ken Tratch mentioned that some schools are opting for a meeting once every two months. He suggested we look into whether that would be a good option for OLA.

10. Miscellaneous

- Discussed the possibility of moving Annual General Meetings from June to October going forward. Will table this suggestion and revisit in June.
- Will discuss the budget in October
- Treasurer from last year was not able to attend. There was a quick review of the 2018/2019 Financial Report. Still no Treasurer for this school year.
- Need to try and find more volunteers to help serve Hot Lunch. Always the same few people helping out. Suggestion was made to ask every classroom to take a turn serving. No clear response to this suggestion. Will revisit idea at next meeting.

11. Next Meeting

- Wednesday October 9th @ 6:30pm

12. Adjourn

- Meeting adjourned @ 7:51pm